

# Aakriti Baronia

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## CAREER OBJECTIVE

Banking and Finance Professional with 5+ years of experience working in Banking Operations and Quality Check Department. Possesses impeccable written and verbal communication skills and excellent interpersonal skills.

## SNAPSHOTS

- Worked as an Assistant Manager at Central Bank of India with 58 months of experience in Banking and Finance
- JAIIB Certified
- 11 months of experience with BNY Mellon and XL Dynamics
- Acted as Team Leader in volunteering activities in college function
- Awarded as Best Event Manager during Inter College Annual Sports Tournament
- Successfully completed training on Personality Development from The Clique MDI Pvt Ltd Bhopal and awarded A Grade

## CORE COMPETENCIES

- Banking Operations
- Customer Service
- Detailed and Organized
- Task Oriented

## PROFESSIONAL EXPERIENCE

### CENTRAL BANK OF INDIA

*Assistant Manager, July 2013-May 2018*

- Banking Operations & Authorization
- KYC AML Compliance
- Ensuring regulatory and procedural compliance.

### BNY MELLON INTERNATIONAL OPERATIONS (INDIA) PRIVATE LTD

*Operations Executive, November 2012 – April-2013*

- Archiving deal documents.

### XL DYNAMICS INDIA PVT LTD

*Associate Analyst (Servicing QC), December 2011 – June 2012*

- Analysis of Reverse Mortgages sanctioned by company.
- Quality Check of the received documents of clients.
- Package preparation for any further process of Mortgages under the company's protocol.

## **EDUCATION**

### **ORIENTAL COLLEGE OF MANAGEMENT (OCM)-BHOPAL**

*Master of Business Administration-Finance, 2011*

- Score: 70%
- Summer Internship with Vardhaman Textiles Ltd with Project Title as *"Financial Analysis of the Company"*.
- Won Second Prize in Inter Collegiate AD MAD Show at OCM Bhopal
- Won Second Prize in Inter Collegiate Case Study competition at OCM Bhopal

### **INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION**

*Bachelor of Science-Honours in Chemistry & Biotechnology, 2009*

- Score: 73%
- Won First Prize in Institute for Project making competition at IEHE Bhopal

## **ADDITIONAL SKILLS**

- Completed Certified Course in Computing
- Familiar with the Basics of Computer.
- Proficient in Microsoft Office

**Aakriti Baronia**